

REQUEST FOR COUNCIL ACTION CITY OF SAN DIEGO				CERTIFICATE NUMBER (FOR COMPTROLLER'S USE ONLY) N/A	
TO: CITY COUNCIL		FROM (ORIGINATING DEPARTMENT): Risk Management		DATE: 01/31/2013	
SUBJECT: Month to Month Extension to the Agreements between the City of San Diego and Genex/Intracorp Services Inc. and EK Health Services Inc. to Provide Workers' Compensation Managed Care Services.					
PRIMARY CONTACT (NAME, PHONE): Greg Bych ,236-6651 M.S. 51B			SECONDARY CONTACT (NAME, PHONE): Jill Degnan , 236-5958 M.S. 51B		
COMPLETE FOR ACCOUNTING PURPOSES					
FUND	720044				
DEPT / FUNCTIONAL AREA	OTHR-00000000-GG				
ORG / COST CENTER	1515000013				
OBJECT / GENERAL LEDGER ACCT	512010				
JOB / WBS OR INTERNAL ORDER					
C.I.P./CAPITAL PROJECT No.					
AMOUNT	\$1,100,000.00	0.00	0.00	0.00	0.00
FUND					
DEPT / FUNCTIONAL AREA					
ORG / COST CENTER					
OBJECT / GENERAL LEDGER ACCT					
JOB / WBS OR INTERNAL ORDER					
C.I.P./CAPITAL PROJECT No.					
AMOUNT	0.00	0.00	0.00	0.00	0.00
COST SUMMARY (IF APPLICABLE):					
Previously authorized: \$5,800,000					
This request: \$1,100,000					
Total: \$6,900,000					
ROUTING AND APPROVALS					
CONTRIBUTORS/REVIEWERS:		APPROVING AUTHORITY	APPROVAL SIGNATURE	DATE SIGNED	
Financial Management		ORIG DEPT.	Bych, Greg	2/26/2013	
Environmental Analysis		CFO			
Liaison Office		DEPUTY CHIEF			
Equal Opportunity Contracting		COO			
Comptroller		CITY ATTORNEY	Gersten, William	3/6/2013	
		COUNCIL			

		PRESIDENTS OFFICE			
PREPARATION OF:	<input checked="" type="checkbox"/> RESOLUTIONS	<input type="checkbox"/> ORDINANCE(S)	<input checked="" type="checkbox"/> AGREEMENT(S)	<input type="checkbox"/> DEED(S)	
<p>1. Authorize the Mayor to execute a month-to-month extension of the agreement with Genex/Intracorp Services Inc. to provide the City with Workers' Compensation medical bill review, utilization review, preferred provider organization, injury call-in center, and field nurse case management services for a period not to exceed one year.</p> <p>2. Authorize the Mayor to execute a month-to-month extension of the agreements with EK Health Services, Inc. to provide the city with Workers' Compensation field nurse case management for a period not to exceed one year.</p> <p>3. Authorize the Chief Financial Officer to appropriate and expend in FY2014 the amount of \$1,100,000 from the Workers' Compensation Fund 720044 contingent upon the passage of the Annual Appropriations Ordinance and provided that one or more certificates demonstrating that the funds necessary for expenditure are, or will be, on deposit with the City Treasurer.</p>					
<p>STAFF RECOMMENDATIONS:</p> <p>Adopt the resolutions.</p>					
SPECIAL CONDITIONS (REFER TO A.R. 3.20 FOR INFORMATION ON COMPLETING THIS SECTION)					
COUNCIL DISTRICT(S):		Citywide			
COMMUNITY AREA(S):		Citywide			
ENVIRONMENTAL IMPACT:		This activity is not a project and therefore exempt from CEQA pursuant to the State Guidelines Section 15060(C)(3)			
CITY CLERK INSTRUCTIONS:		Please return one copy of the executed Council Action and a copy of the resolution to Greg Bych,(619) 236-6651 MS 51B.			

COUNCIL ACTION
EXECUTIVE SUMMARY SHEET
CITY OF SAN DIEGO

DATE: 01/31/2013

ORIGINATING DEPARTMENT: Risk Management

SUBJECT: Month to Month Extension to the Agreements between the City of San Diego and Genex/Intracorp Services Inc. and EK Health Services Inc. to Provide Workers' Compensation Managed Care Services.

COUNCIL DISTRICT(S): Citywide

CONTACT/PHONE NUMBER: Greg Bych /236-6651 M.S. 51B

DESCRIPTIVE SUMMARY OF ITEM:

This action is to request approval for a month-to-month extension on the current contract with Genex/Intracorp Services Inc. and EK Health Services Inc. This contract provides for Managed Care services necessary for the administration of the Workers' Compensation program.

STAFF RECOMMENDATION:

Adopt the resolutions.

EXECUTIVE SUMMARY OF ITEM BACKGROUND:

The City of San Diego self-insures and self-administers its Workers' Compensation program in accordance with the California Labor Code. The self-administration of the City's Workers' Compensation program is the responsibility of the Risk Management Department, which provides Workers' Compensation benefits to all eligible City employees and establishes programs, allowed by the Labor Code, that provide appropriate medical care.

The Risk Management Department is seeking approval of a month-to-month contract extension with Genex/Intracorp Services Inc. and EK Health Services to continue providing integrated Managed Care services after the current contract's expiration date of August 2013. Although the Request for Proposal (RFP) process to acquire a new contract has already begun, it is anticipated that the RFP process, including selection and approval by City Council, will not be completed prior to the current contract's expiration.

The integrated Managed Care contract provides the following services to the City's Workers' Compensation program: Medical Bill Review, Medical Utilization Review, Preferred Provider Organization (PPO), Medical Case Management and Injury Call Center services. In 2008, the City awarded contracts for these Managed Care services to Intracorp and EK Health Services. The Managed Care contract is essential to the administration of the Workers' Compensation program and this extension will ensure that services will continue regardless of the new contract start date and not jeopardize City compliance with legal mandates. The effect of Managed Care services reduces the City's Workers' Compensation program costs by applying fee schedule discounts to billed charges and ensures only appropriate medical services are approved through Utilization Review.

FISCAL CONSIDERATIONS:

The estimated one year contract cost to the City is \$1,100,000 for FY2014;
Funding for the contract is available from the Workers' Compensation Fund 720044.

EQUAL OPPORTUNITY CONTRACTING INFORMATION (IF APPLICABLE):

This agreement is subject to the City's Equal Opportunity Contracting (San Diego Ordinance No. 18173, Section 22.2701 through 22.2708) and Non-Discrimination in Contracting Ordinance (San Diego Municipal Code Sections 22.3501 through 22.3517).

PREVIOUS COUNCIL and/or COMMITTEE ACTION (describe any changes made to the item from what was presented at committee):

These agreements were originally approved by the City Council in July 2008. This item will be heard by the Budget & Finance Committee prior to the City Council meeting.

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:

Not applicable.

KEY STAKEHOLDERS AND PROJECTED IMPACTS:

City employees who sustain work related injuries or illnesses.

Bych, Greg

Originating Department

Deputy Chief/Chief Operating Officer

RESOLUTION NUMBER R-_____

DATE OF FINAL PASSAGE _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SAN DIEGO AUTHORIZING THE MAYOR TO EXECUTE A
MONTH-TO-MONTH EXTENSION OF THE AGREEMENTS
BETWEEN THE CITY OF SAN DIEGO AND
GENEX/INTRACORP SERVICES, INC. AND THE CITY OF
SAN DIEGO AND EK HEALTH, INC.

WHEREAS, the City of San Diego self-insures and self-administers its Workers' Compensation program in accordance with the California Labor Code. The self-administration of the City's Workers' Compensation program is the responsibility of the Risk Management Department, which provides Workers' Compensation benefits to all eligible City employees and establishes programs, allowed by the Labor Code, that provide appropriate medical care; and

WHEREAS, in 2008, the City awarded a contract for integrated Managed Care services to Genex/Intracorp, Inc. to provide the City with Worker's Compensation medical bill review, utilization review, preferred provider organization, injury call-in center, and field nurse case management services; and

WHEREAS, in 2008, the City awarded a contract for integrated Managed Care services to EK Health Services, Inc. to provide the City with field nurse case management services; and

WHEREAS, performance of these integrated Managed Care services contracts result in a reduction to the City's Workers' Compensation program costs; and

WHEREAS, the terms of these contracts are set to expire in August, 2013; and

WHEREAS, while the Request for Proposal process to replace these contracts has commenced, it is anticipated that this process, including selection and approval by City Council, will not be completed prior to the current contracts' expiration of August, 2013; and

WHEREAS, these integrated Managed Care contracts are essential to the administration of the Workers' Compensation program and the extensions requested will ensure that services will continue until commencement of the new contracts, as well as ensuring compliance with legal mandates; NOW THEREFORE,

BE IT RESOLVED, by the Council of the City of San Diego that the Mayor is authorized to execute a month-to-month extension of the contract with Genex/Intracorp, Inc. to provide the City with Worker's Compensation medical bill review, utilization review, preferred provider organization, injury call-in center service, and field nurse case management services for a period not to exceed one year.

BE IT FURTHER RESOLVED, that the Mayor is authorized to execute a month-to-month extension of the contract with EK Health Services, Inc. to provide field nurse case management services for a period not to exceed one year.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to appropriate and expend in Fiscal Year 2014 the amount of \$1,100,000 from the Workers' Compensation Fund 720044 contingent upon the passage of the Annual Appropriations Ordinance and provided that one or more certificates demonstrating that the funds necessary for expenditure are, or will be, on deposit with the City Treasurer.

APPROVED: JAN I. GOLDSMITH, City Attorney

By _____
William J. Gersten
Deputy City Attorney

WJG:hm
3/05/2013
Or.Dept:RISK
Doc. No. 522861

I hereby certify that the foregoing Resolution was passed by the Council of the City of San Diego, at this meeting of _____.

ELIZABETH S. MALAND
City Clerk

By _____
Deputy City Clerk

Approved: _____
(date)

BOB FILNER, Mayor

Vetoed: _____
(date)

BOB FILNER, Mayor

Passed by the Council of The City of San Diego on _____, by the following vote:

Councilmembers	Yeas	Nays	Not Present	Recused
Sherri Lightner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kevin Faulconer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Todd Gloria	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Anthony Young	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mark Kersey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lorie Zapf	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Sherman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Alvarez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marti Emerald	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date of final passage _____.

AUTHENTICATED BY:

(Seal)

BOB FILNER
Mayor of The City of San Diego, California.

ELIZABETH S. MALAND
City Clerk of The City of San Diego, California.

By _____, Deputy

Office of the City Clerk, San Diego, California

Resolution Number R-_____



City of San Diego

EQUAL OPPORTUNITY CONTRACTING (EOC)

1200 Third Avenue • Suite 200 • San Diego, CA 92101

Phone: (619) 236-6000 • Fax: (619) 235-5209

WORK FORCE REPORT

The objective of the *Equal Employment Opportunity Outreach Program*, San Diego Municipal Code Sections 22.3501 through 22.3517, is to ensure that contractors doing business with the City, or receiving funds from the City, do not engage in unlawful discriminatory employment practices prohibited by State and Federal law. Such employment practices include, but are not limited to unlawful discrimination in the following: employment, promotion or upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rate of pay or other forms of compensation, and selection for training, including apprenticeship. Contractors are required to provide a completed *Work Force Report (WFR)*.

NO OTHER FORMS WILL BE ACCEPTED

CONTRACTOR IDENTIFICATION

Type of Contractor: ☐ Construction ☐ Vendor/Supplier ☐ Financial Institution ☐ Lessee/Lessor
☐ Consultant ☐ Grant Recipient ☐ Insurance Company ☐ Other

Name of Company: GENEX Services Inc.

ADA/DBA: _____

Address (Corporate Headquarters, where applicable): 440 E Swedesford RD, Suite 1000

City: Wayne County: Chester State: PA Zip: 19087

Telephone Number: () _____ Fax Number: () _____

Name of Company CEO: Peter Madeja, President, Chief Executive Officer

Address(es), phone and fax number(s) of company facilities located in San Diego County (if different from above):

Address: _____

City: _____ County: _____ State: _____ Zip: _____

Telephone Number: () _____ Fax Number: () _____

Type of Business: _____ Type of License: _____

The Company has appointed: Debbi Bromley, Vice President, Human Resources

As its Equal Employment Opportunity Officer (EEOO). The EEOO has been given authority to establish, disseminate and enforce equal employment and affirmative action policies of this company. The EEOO may be contacted at:

Address: 440 E Swedesford RD Wayne PA 19087

Telephone Number: () _____ Fax Number: () _____

☒ One San Diego County (or Most Local County) Work Force - Mandatory

☐ Branch Work Force *

☐ Managing Office Work Force

Check the box above that applies to this WFR.

*Submit a separate Work Force Report for all participating branches. Combine WFRs if more than one branch per county.

I, the undersigned representative of GENEX Services Inc.

(Firm Name)

Orange, CA

(County)

(State)

hereby certify that information provided

herein is true and correct. This document was executed on this 4th day of March, 2013

Debbi Bromley
(Authorized Signature)

DEBBI BROMLEY
(Print Authorized Signature Name)

WORK FORCE REPORT – Page 2

NAME OF FIRM: GENEX Services Inc. DATE: 3/4/13

OFFICE(S) or BRANCH(ES): Orange, CA COUNTY: Orange

INSTRUCTIONS: For each occupational category, indicate number of males and females in every ethnic group. Total columns in row provided. Sum of all totals should be equal to your total work force. Include all those employed by your company on either a full or part-time basis. The following groups are to be included in ethnic categories listed in columns below:

- | | |
|--|--|
| (1) Black, African-American | (5) Filipino |
| (2) Hispanic, Latino, Mexican-American, Puerto Rican | (6) White, Caucasian |
| (3) Asian, Pacific Islander | (7) Other ethnicity; not falling into other groups |
| (4) American Indian, Eskimo | |

ADMINISTRATION OCCUPATIONAL CATEGORY	(1) Black		(2) Hispanic		(3) Asian		(4) American Indian		(5) Filipino		(6) White		(7) Other Ethnicity	
	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)
Management & Financial						2						2		
Professional		5		15	1	14					1	43		4
A&E, Science, Computer														
Technical														
Sales											1	2		
Administrative Support	1	11	3	10	6	26					3	19	1	3
Services														
Crafts														
Operative Workers														
Transportation														
Laborers*														

*Construction laborers and other field employees are not to be included on this page

Totals Each Column	1	16	3	25	7	42					5	66	1	7
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Grand Total All Employees

173

Indicate by Gender and Ethnicity the Number of Above Employees Who Are Disabled:

Disabled			1								1			
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Non-Profit Organizations Only:

Board of Directors														
Volunteers														
Artists														



City of San Diego

EQUAL OPPORTUNITY CONTRACTING (EOC)

1200 Third Avenue • Suite 200 • San Diego, CA 92101

Phone: (619) 236-6000 • Fax: (619) 235-5209

WORK FORCE REPORT

The objective of the *Equal Employment Opportunity Outreach Program*, San Diego Municipal Code Sections 22.3501 through 22.3517, is to ensure that contractors doing business with the City, or receiving funds from the City, do not engage in unlawful discriminatory employment practices prohibited by State and Federal law. Such employment practices include, but are not limited to unlawful discrimination in the following: employment, promotion or upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rate of pay or other forms of compensation, and selection for training, including apprenticeship. Contractors are required to provide a completed *Work Force Report (WFR)*.

NO OTHER FORMS WILL BE ACCEPTED

CONTRACTOR IDENTIFICATION

Type of Contractor: ☐ Construction ☒ Vendor/Supplier ☐ Financial Institution ☐ Lessee/Lessor
☐ Consultant ☐ Grant Recipient ☐ Insurance Company ☐ Other

Name of Company: EK Health Services®, Inc.

ADA/DBA: _____

Address (Corporate Headquarters, where applicable): 992 S De Anza Blvd., Suite 101

City: San Jose County: Santa Clara State: California Zip: 95129

Telephone Number: (408) 973-0888 Fax Number: (408) 973-2508

Name of Company CEO: Eunhee Kim

Address(es), phone and fax number(s) of company facilities located in San Diego County (if different from above):

Address: _____

City: _____ County: _____ State: _____ Zip: _____

Telephone Number: () _____ Fax Number: () _____

Type of Business: Managed Care Organization Type of License: _____

The Company has appointed: Jenna Waibel, MS, PHR

As its Equal Employment Opportunity Officer (EEOO). The EEOO has been given authority to establish, disseminate and enforce equal employment and affirmative action policies of this company. The EEOO may be contacted at:

Address: 992 S De Anza Blvd., Suite 101, San Jose, CA 95129

Telephone Number: (408) 973-0888 x 116 Fax Number: (408) 973-2508

☐ One San Diego County (or Most Local County) Work Force - Mandatory

☐ Branch Work Force *

☐ Managing Office Work Force

Check the box above that applies to this WFR.

*Submit a separate Work Force Report for all participating branches. Combine WFRs if more than one branch per county.

I, the undersigned representative of EK Health Services®, Inc.

(Firm Name)

Santa Clara, California hereby certify that information provided

(County)

(State)

herein is true and correct. This document was executed on this 6th day of March, 2013

Jenna Waibel
(Authorized Signature)

Jenna Waibel, MS, PHR
(Print Authorized Signature Name)

WORK FORCE REPORT – Page 2

NAME OF FIRM: EK Health Services®, Inc. DATE: 3/6/13

OFFICE(S) or BRANCH(ES): 992 S. De Anza Blvd., Ste. 101, San Jose, CA 95129 COUNTY: Santa Clara

INSTRUCTIONS: For each occupational category, indicate number of males and females in every ethnic group. Total columns in row provided. Sum of all totals should be equal to your total work force. Include all those employed by your company on either a full or part-time basis. The following groups are to be included in ethnic categories listed in columns below:

- | | |
|--|--|
| (1) Black, African-American | (5) Filipino |
| (2) Hispanic, Latino, Mexican-American, Puerto Rican | (6) White, Caucasian |
| (3) Asian, Pacific Islander | (7) Other ethnicity; not falling into other groups |
| (4) American Indian, Eskimo | |

ADMINISTRATION OCCUPATIONAL CATEGORY	(1) Black		(2) Hispanic		(3) Asian		(4) American Indian		(5) Filipino		(6) White		(7) Other Ethnicity	
	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)
Management & Financial	0	0	0	0	1	1	0	0	0	0	2	3	0	0
Professional	0	1	0	7	1	7	0	0			3	48	1	2
A&E, Science, Computer														
Technical	0	0	2	0	4	0	0	0	1	0	3	0	0	0
Sales	0	1	0	0	0	1	0	0	0	0	4	2	0	0
Administrative Support	0	3	0	8	2	5	0	0	0	0	2	14	0	2
Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Crafts	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operative Workers	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transportation	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Laborers*	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*Construction laborers and other field employees are not to be included on this page

Totals Each Column	0	5	2	15	8	14	0	0	1	0	14	67	1	4
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Grand Total All Employees	131
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Indicate by Gender and Ethnicity the Number of Above Employees Who Are Disabled:

Disabled	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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Non-Profit Organizations Only:

Board of Directors	N	O	T		A	P	P	L	I	C	A	B	L	E
Volunteers	N	O	T		A	P	P	L	I	C	A	B	L	E
Artists	N	O	T		A	P	P	L	I	C	A	B	L	E

WORK FORCE REPORT – Page 3

NAME OF FIRM: _____ DATE: _____

OFFICE(S) or BRANCH(ES): _____ COUNTY: _____

INSTRUCTIONS: For each occupational category, indicate number of males and females in every ethnic group. Total columns in row provided. Sum of all totals should be equal to your total work force. Include all those employed by your company on either a full or part-time basis. The following groups are to be included in ethnic categories listed in columns below:

- | | |
|--|--|
| (1) Black, African-American | (5) Filipino |
| (2) Hispanic, Latino, Mexican-American, Puerto Rican | (6) White, Caucasian |
| (3) Asian, Pacific Islander | (7) Other ethnicity; not falling into other groups |
| (4) American Indian, Eskimo | |

TRADE OCCUPATIONAL CATEGORY	(1) Black		(2) Hispanic		(3) Asian		(4) American Indian		(5) Filipino		(6) White		(7) Other Ethnicity	
	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)	(M)	(F)
Brick, Block or Stone Masons														
Carpenters														
Carpet, Floor & Tile Installers Finishers														
Cement Masons, Concrete Finishers														
Construction Laborers														
Drywall Installers, Ceiling Tile Inst														
Electricians														
Elevator Installers														
First-Line Supervisors/Managers														
Glaziers														
Helpers; Construction Trade														
Millwrights														
Misc. Const. Equipment Operators														
Painters, Const. & Maintenance														
Pipelayers, Plumbers, Pipe & Steam Fitters														
Plasterers & Stucco Masons														
Roofers														
Security Guards & Surveillance Officers														
Sheet Metal Workers														
Structural Metal Fabricators & Fitters														
Welding, Soldering & Brazing Workers														
Workers, Extractive Crafts, Miners														

Totals Each Column														
--------------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Grand Total All Employees	
---------------------------	--

Indicate By Gender and Ethnicity the Number of Above Employees Who Are Disabled:

Disabled														
----------	--	--	--	--	--	--	--	--	--	--	--	--	--	--



CITY OF SAN DIEGO WORK FORCE REPORT

HISTORY

The Work Force Report (WFR) is the document that allows the City of San Diego to analyze the work forces of all firms wishing to do business with the City. We are able to compare the firm's work force data to County Labor Force Availability (CLFA) data derived from the United States Census. CLFA data is a compilation of lists of occupations and includes the percentage of each ethnicity we track (Black, Hispanic, Asian, American Indian, Filipino) for each occupation. Currently, our CLFA data is taken from the 2000 Census. In order to compare one firm to another, it is important that the data we receive from the consultant firm is accurate and organized in the manner that allows for this fair comparison.

WORK FORCE & BRANCH WORK FORCE REPORTS

When submitting a WFR, especially if the WFR is for a specific project or activity, we would like to have information about the firm's work force that is actually participating in the project or activity. That is, if the project is in San Diego and the work force is from San Diego, we want a San Diego County Work Force Report.¹ By the same token, if the project is in San Diego, but the work force is from another county, such as Orange or Riverside County, we want a Work Force Report from that county.² If participation in a San Diego project is by work forces from San Diego County and, for example, from Los Angeles County and from

Sacramento County, we ask for separate Work Force Reports representing your firm from each of the three counties.

MANAGING OFFICE WORK FORCE

Equal Opportunity Contracting may occasionally ask for a Managing Office Work Force (MOWF) Report. This may occur in an instance where the firm involved is a large national or international firm but the San Diego or other local work force is very small. In this case, we may ask for both a local and a MOWF Report.^{1,3} In another case, when work is done only by the Managing Office, only the MOWF Report may be necessary.³

TYPES OF WORK FORCE REPORTS:

Please note, throughout the preceding text of this page, the superscript numbers one ¹, two ² & three ³. These numbers coincide with the types of work force report required in the example. See below:

- ¹ One San Diego County (or Most Local County)
Work Force – Mandatory in most cases
- ² Branch Work Force *
- ³ Managing Office Work Force

**Submit a separate Work Force Report for all participating branches. Combine WFRs if more than one branch per county.*

Exhibit A: Work Force Report Job categories-Administration

Refer to this table when completing your firm's Work Force Report form(s).

Management & Financial

Advertising, Marketing, Promotions, Public Relations, and Sales Managers
Business Operations Specialists
Financial Specialists
Operations Specialties Managers
Other Management Occupations
Top Executives

Professional

Art and Design Workers
Counselors, Social Workers, and Other Community and

Social Service Specialists
Entertainers and Performers, Sports and Related Workers
Health Diagnosing and Treating Practitioners
Lawyers, Judges, and Related Workers
Librarians, Curators, and Archivists
Life Scientists
Media and Communication Workers
Other Teachers and Instructors
Postsecondary Teachers
Primary, Secondary, and Special Education School Teachers
Religious Workers
Social Scientists and Related Workers

Architecture & Engineering, Science, Computer

Architects, Surveyors, and Cartographers
Computer Specialists
Engineers
Mathematical Science Occupations
Physical Scientists

Technical

Drafters, Engineering, and Mapping Technicians
Health Technologists and Technicians
Life, Physical, and Social Science Technicians
Media and Communication Equipment Workers

Sales

Other Sales and Related Workers
Retail Sales Workers
Sales Representatives, Services
Sales Representatives, Wholesale and Manufacturing
Supervisors, Sales Workers

Administrative Support

Financial Clerks
Information and Record Clerks
Legal Support Workers
Material Recording, Scheduling, Dispatching, and Distributing Workers
Other Education, Training, and Library Occupations
Other Office and Administrative Support Workers
Secretaries and Administrative Assistants
Supervisors, Office and Administrative Support Workers

Services

Building Cleaning and Pest Control Workers
Cooks and Food Preparation Workers
Entertainment Attendants and Related Workers
Fire Fighting and Prevention Workers
First-Line Supervisors/Managers, Protective Service Workers
Food and Beverage Serving Workers
Funeral Service Workers
Law Enforcement Workers
Nursing, Psychiatric, and Home Health Aides
Occupational and Physical Therapist Assistants and Aides
Other Food Preparation and Serving Related Workers
Other Healthcare Support Occupations
Other Personal Care and Service Workers
Other Protective Service Workers
Personal Appearance Workers
Supervisors, Food Preparation and Serving Workers
Supervisors, Personal Care and Service Workers
Transportation, Tourism, and Lodging Attendants

Crafts

Construction Trades Workers
Electrical and Electronic Equipment Mechanics, Installers, and Repairers
Extraction Workers
Material Moving Workers
Other Construction and Related Workers
Other Installation, Maintenance, and Repair Occupations
Plant and System Operators
Supervisors of Installation, Maintenance, and Repair Workers
Supervisors, Construction and Extraction Workers
Vehicle and Mobile Equipment Mechanics, Installers, and Repairers
Woodworkers

Operative Workers

Assemblers and Fabricators
Communications Equipment Operators
Food Processing Workers
Metal Workers and Plastic Workers
Motor Vehicle Operators
Other Production Occupations
Printing Workers
Supervisors, Production Workers
Textile, Apparel, and Furnishings Workers

Transportation

Air Transportation Workers
Other Transportation Workers
Rail Transportation Workers
Supervisors, Transportation and Material Moving Workers
Water Transportation Workers

Laborers

Agricultural Workers
Animal Care and Service Workers
Fishing and Hunting Workers
Forest, Conservation, and Logging Workers
Grounds Maintenance Workers
Helpers, Construction Trades
Supervisors, Building and Grounds Cleaning and Maintenance Workers
Supervisors, Farming, Fishing, and Forestry Workers

Exhibit B: Work Force Report Job categories-Trade

Brick, Block or Stone Masons

Brickmasons and Blockmasons
Stonemasons

Carpenters

Carpet, floor and Tile Installers and Finishers

Carpet Installers
Floor Layers, except Carpet, Wood and Hard Tiles
Floor Sanders and Finishers
Tile and Marble Setters

Cement Masons, Concrete Finishers

Cement Masons and Concrete Finishers
Terrazzo Workers and Finishers

Construction Laborers

Drywall Installers, Ceiling Tile Inst

Drywall and Ceiling Tile Installers
Tapers

Electricians

Elevator Installers and Repairers

First-Line Supervisors/Managers

First-line Supervisors/Managers of Construction Trades and Extraction Workers

Glaziers

Helpers, Construction Trade

Brickmasons, Blockmasons, and Tile and Marble Setters
Carpenters
Electricians
Painters, Paperhangers, Plasterers and Stucco
Pipelayers, Plumbers, Pipefitters and Steamfitters
Roofers
All other Construction Trades

Millwrights

Heating, Air Conditioning and Refrigeration Mechanics and Installers
Mechanical Door Repairers
Control and Valve Installers and Repairers
Other Installation, Maintenance and Repair Occupations

Misc. Const. Equipment Operators

Paving, Surfacing and Tamping Equipment Operators
Pile-Driver Operators
Operating Engineers and Other Construction Equipment Operators

Painters, Const. Maintenance

Painters, Construction and Maintenance
Paperhangers

Pipelayers and Plumbers

Pipelayers
Plumbers, Pipefitters and Steamfitters

Plasterers and Stucco Masons

Roofers

Security Guards & Surveillance Officers

Sheet Metal Workers

Structural Iron and Steel Workers

Welding, Soldering and Brazing Workers

Welders, Cutter, Solderers and Brazers
Welding, Soldering and Brazing Machine Setter, Operators and Tenders

Workers, Extractive Crafts, Miners

DOCKET SUPPORTING INFORMATION
CITY OF SAN DIEGO
EQUAL OPPORTUNITY CONTRACTING PROGRAM EVALUATION

DATE:
April 22, 2013

SUBJECT: Month to Month Extension to the Agreements between the City of San Diego and Genex/Intracorp Services Inc and EK Health Services Inc. to Provide Workers' Compensation Managed Care Services

GENERAL CONTRACT INFORMATION

Recommended Consultant: Genex/Intracorp Services, Inc. (Non-certified)

Amount of this Action: **\$1,100,000.**

Previously Authorized: \$5,800,000.

Accumulated Total: \$6,900,000. (Contract dated 9/2/08)

Funding Source: City of San Diego

Goals: 20.00% Voluntary

SUBCONSULTANT PARTICIPATION

	<u>This Action</u>	<u>Percent</u>	<u>Cumulative</u>	<u>Percent</u>
CorVel (Non-certified)	\$ 11,000.	0.00%	\$ 58,304.	0.85%
York/Wellcomp (Non-certified)	\$ 9,000.	0.00%	\$ 47,869.	0.69%
Monitor Integrated Healthcare (Non-certified)	\$ 2,500.	0.00%	\$ 12,879.	0.19%
EK Health Services Inc (Non-certified)	\$ 122,000.	11.09%	\$ 179,950.	2.61%
Total Certified Participation	\$ 000.	0.00%	\$ 000.	0.00%
Total Non Certified Participation	\$ 122,000.	11.09%	\$ 299,002.	4.33%
Total Participation	\$ 122,000.	11.09%	\$ 299,002.	4.33%

EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE

Equal Opportunity: Required

Genex/IntracorpServices, Inc has submitted a Work Force Report for their San Diego employees dated March 4, 2013 indicating 173 employees in the Administrative Work Force. The Administrative Work Force Analysis indicates under-representations in the following category:

Filipino in Professional and Administrative Support
Hispanic in Administrative Support

Staff will continue to monitor adherence to implement their EO plans. This agreement is subject to the City's Equal Opportunity Contracting (San Diego Ordinance No. 18173, Section 22.2701 through 22.2708) and Non-Discrimination in Contracting Ordinance (San Diego Municipal Code Sections 22.3501 through 22.3517).

ADDITIONAL COMMENTS

Funds are available in the Workers' Compensation Fund 720044.

RW